NAVY FOIA ADMIN CHECKLIST

EOIA Coco #.	7	1		VIII CITECIALIS			
FOIA Case #:	2017-009256	7-009256 Sister Case #		PRIVACY ACT CLASSIFIED APPEAL LITIGATION			TON
Subject:	BUMED 2013 (BUMED 2013 Quarterly Privacy Reports		REFERRAL CONGRESS HIGH-VIZ CONSULTATION			
Requester / Org. R. Hammond				Request Received Via: FO	IAonline Caseworker	r:(b)	(6)
Fee Category:	Other	Processing Track: Si	mple	Receipt Date: Aug 8, 2017	te Assigned: Aug 8, 2017	ate Due: Sep	6,2017
	In-Processing	Initial		Casewo	orker	Initial	Date
✓ Appellate A	uthority OJAG 1	rity OJAG 14 (b) (6) 8-8-17		10-Day Extension Lette	r Sent		
✓ PII removed	PII removed from FOIA request (Paper/Tool) 8-8-17		8-8-17	20-Day Letter Sent 2)-Days Expires:		
✓ Request Log	Request Logged into FOL by: (b) (6)		8-8-17	DD2086 Fee Assessmen	t Completed or (N/A)		
✓ Short Descr	Short Description 8-8-17		8-8-17	▼ Team Lead Review	TIME? .1	(b) (6)	8-11-17
✓ Request logg	ed into In/Out Processing	Excel Tracker	8-8-17	Legal Review			
✓ Acknowled;	gment sent to Requeste	er/Ack. Date	8-7-17	✓ Signature Package Sign	ed (Final)		8-14-17
☐ EXPED	ITED Granted	Denied		✓ PERFE	CTED?		8-14-17
✓ FEE W	AIVER Granted	Denied	8-8-17	Resp. Docs Uploaded to	FOL for Final Review		
Consultatio	n Sent to:			✓ Notes/Emails Uploaded to FOIAonline			8-15-17
TV5 Taskin	g Sent to:			Final Response sent to	Requester		
,			Out Du	nancina			
□ Logged Clea	Out-Processing						
Logged Clos	Logged Closed Cases in In/Out Processing Tracker (Classified) Case Closed in Processing Tracker						
	Final Disp	oosition		Total Pages Processed	Total Processing Time	Initial	Date
	All Records Referred (BUMED)			9	1 hour	(b) (6)	8/15/17
	Record Retention	on *		Responsiv	re Records		
2 Years 6					Exemptions		7
L 2 rears L	6 Years Destroy Date	#	# Responsive I	Docs. # Pages	Likelliptions		
		<u> </u>			Excliptions	Tin	ne (Hrs)
Date II	nitials		C	Comments	Lacingtons	Tin	
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinpuois	Tin	0.4
Date II	nitials b) (6) Pre-Review		O 1? ✓ Yes	Comments	Lacinguois	Tin	
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinguois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinpuois	Tin	
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinguois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinguois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinguois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinguois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinpuolis	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinpuois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinpuois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinpuois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinpuois	Tin	0.4
Date II	nitials b) (6) Pre-Review	ed by GS Personne	O 1? ✓ Yes	Comments	Lacinpuois	Tin	0.4

For Official Use Only (FOUO) Privacy Sanctive. Any misuse or unauthorized disclosure may result in both criminal and civil penalties

FOIA Case #: 2017-009256

	Date
	7
	(*)
	×
	Ε
	*
	1
	1
	//
	5 7
Total 0,1	